

REPORTS INVENTORY						CONTROL NO.	
PREPARE IN DUPLICATE						DDS/OC - 043	
1. TITLE OF REPORT (If a fill-in report include Form No.)						2. TYPE OF REPORT	
Significant Events						<input type="checkbox"/> STATISTICAL <input checked="" type="checkbox"/> NARRATIVE <input type="checkbox"/> MACHINE-NAME LISTING	
3. FUNCTIONAL AREA		PERSONNEL		TRAINING		2	
		LOGISTICS		SECURITY		ADMIN. GENERAL	
		MEDICAL		FINANCE		OTHER (specify)	
						1	
4. NO. OF COPIES PREPARED		5. FREQUENCY (weekly, monthly, quarterly, etc.)				6. DISTRIBUTION (No. of components not number of copies)	
2		Weekly				1	
7. FORMAT (memorandum, form computer print-out, etc)		8. ADP PROCESSING				9. DIRECTIVE AUTHORITY REQUIRING REPORT	
Memorandum		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		IF YES GIVE ADP PROCESSING NO.		DCO (for DDS)	
10. PREPARING COMPONENT (include lowest level contributing information to report)				11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.)			
OC-0 OC-AFS/AMS/ES/FES/MES							
12. COST FACTORS							
A. MANUAL PREPARATION AND REVIEW COSTS							
GRADE	HOURLY RATE	X	HOURS PER REPORT	=	COST PER REPORT	X	TIMES PREPARED = COST PER YEAR
GS4-17	GS12 Average 7.00	X	6 hr 40min	=	45.57	X	52 = 2369.64
B. COSTS OF COMPUTER PRODUCED REPORTS							
TOTAL COSTS PER YEAR							
13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.							
Used by the DCO for briefing the DDS on worldwide problems/achievements.							
MORI/CDF							
14. FUTURE GOALS							
GOAL PROPOSED BY COMPONENT FOR THIS REPORT						ESTIMATED SAVINGS	
<input checked="" type="checkbox"/> RETAIN AS IS <input type="checkbox"/> CHANGE <input type="checkbox"/> DISCONTINUE						STAT	
<input type="checkbox"/> OTHER (explain)						MAN-HOURS STAT	
16. DATE OF INVENTORY						17. NAME AND TITLE OF PERSON FURNISHING INFORMATION	
6 Oct 70						Deputy Chief, OC-AFS	
18. EXTENSION							